

TOWN OF WEBSTER
Office of Selectmen
945 Battle Street/Rte. 127
Webster, NH 03303

6:37 PM Selectmen's Meeting – June 11, 2012

Present: Chairman George Cummings, Selectman Bruce Johnson and Selectman Roy Fanjoy.

The Board signed the following for Administrative Assistant Judith Jones:

- Selectman Johnson made a motion to accept the Selectmen's Minutes of May 29, 2012 as written; seconded by Selectman Fanjoy and approved.
- Selectman Johnson made a motion to accept the Selectmen's Minutes of the June 4, 2012 work session as written; seconded by Selectman Fanjoy and approved.
- Selectman Johnson made a motion to accept the Selectmen's non-public sealed Minutes of the June 4, 2012 work session as written; seconded by Selectman Fanjoy and approved.
- A Forest Fire Warden Appointment Sheet for Rob Wolinski.
- Deputy Forest Fire Warden appointments for Emmett Bean and Arthur Dickerman.
- TDS Telecommunications Service Agreement for DSL for the Police Department.
- TDS Telecommunications Service Agreement for DSL for the Selectmen's Office.
- An Abatement for the Town of Webster – Map 10-5-168 in the amount of \$240 as the property was not made tax exempt prior to running the tax bills as should have been done.
- Two Timber Tax Warrants for a total of 12 Timber Tax Bills.

Police Chief Robert Dupuis advised the Board of the following:

- There were 37 calls for service over the last two weeks. The highlights were read.
- The Board received another group of policies. They are currently working on reviewing the others received. Chairman Cummings recommended a session to review all of them together.
- There was an untimely death this morning that does not show in the activity report.

Selectman Johnson passed along a compliment from a resident who had asked for a property check and was pleased when Officer Dan Shapiro stopped before they left for a review of the property.

Fire Chief Colin Colby advised the Board of the following:

- There have been 65 calls to date, mostly medical, since the last meeting.
- There was a good turnout last Friday for boat training on Lake Winnepocket. A few trucks went to pump water to help firefighters get more familiar with the equipment.
- Last Thursday Emmett Bean, Russell Donoghue and Rob Wolinski were at the Elementary School with the fire truck for the annual ritual of spraying the kids.

When Selectman Fanjoy inquired as to who was authorized to issue warnings for burning; Chief Colby advised that it was only the Forest Fire Warden and the Police.

Road Agent Emmett Bean:

- There has been some rain, but they have been able to keep the roads ditched and cleaned out.
- A layer of ½" crushed was put on Deer Meadow Road last week and plans are to put ¾" crushed down tomorrow and then let the traffic pack it down.
- He moved a big turtle that had been crushed out of the road by Cummings' Pit on Deer Meadow Road on Sunday and cleaned up a mess near the field.
- Last Friday he got a call to take the back hoe down to Clothespin Bridge Road to move rock(s) that had been pushed into the road due to a car accident. The car was already gone when he arrived. He saw a State Police on Route 127 and thought he would see if he could get a name so the responsible party could be billed, but ended up not stopping. He was not sure that the State Trooper had any knowledge of the accident. He asked Chief Dupuis if he had any information. Chief Dupuis will check and get back to Mr. Bean if he has anything to report.

BOS Initials:

G. C. Cummings

B. G. Johnson

R. E. Fanjoy

Selectman Johnson inquired about who owns the roller parked on Deer Meadow Road. Mr. Bean advised that he was renting it from Valley Excavating and was able to rent it by the number of hours of use as opposed to the a number of days, resulting in a great deal of savings to the Town.

Selectman Fanjoy asked Mr. Bean if there were any big projects planned for the summer. Mr. Bean advised that after tomorrow he will get a total spent on the Deer Meadow Road Project to see where his budget stood. He advised that he needed to so some shimming on the roads. He must keep in mind the need to keep some of the operating budget for possible storms in November and December.

Food Pantry Coordinator Peg Foss presented an update of the Food Pantry renovations and expenditures. She presented before and after pictures. The project started in 2009 and was now pretty much completed, except for some trim and a sign currently being made by Wayne Morse. Plans are to host an Open House on Old Home Day, though she was not sure which day of the weekend it will be held. As she has many pictures, she plans to run a slide show of the project and hopes to serve free hot dogs and "veggie" burgers as the food pantry is all about serving food. She hopes to put an insert in the Grapevine, which will help with the advertising of the "Open House". She brought all of her financial paperwork, including a ledger style running total. She received three payments from the Isabel Anderson Fund totaling \$7,000, none of which was spent on labor, and many private donations. She showed expenditures on just materials in the amount of \$7,753.59. She indicated that the entire project cost around \$11,000, offering the Board any or all backup they would like regarding expenditures. She advised that there were hundreds of volunteer hours done by local folks, both kids and adults. Some contractors were paid, though not at their regular rate. She assured the Board that each contractor paid also donated equal free labor. Much of the electrical needs were done by Ed and Scott Piper. She thanked Robert's Greenhouse for the flowers. She expressed pride in the project, saying that the space will meet the pantry's needs for a long time, with room for creative ideas that may come along in the future. She again expressed thanks to all the volunteers and thanked the Board for the grant and their support. Copies of the ledger sheets only and some of the pictures will be put in the Isabel Anderson file as a reminder of the project.

Custodian Brenda Silver met with the Board to discuss this years proposed projects for the Town Hall. She would like to put a cement pad on the outside of the dining area to replace the rock and gravel pad, which should be a priority; paint the ceiling, floor, and windows in the dining area; stain the porches; and paint the wall area above the wainscoting in the meeting hall. Chairman Cummings recommended touching up the officer area hallway. There was discussion on prioritizing the list noting that the biggest expense would be for labor. There was discussion on a more permanent solution to the leaking issue in the dining area that came from the upstairs bathrooms, which Chairman Cummings will work on. Mrs. Jones will call Wayne Morse for an estimate to install the waterless urinal being considered.

Mrs. Silver reminded the Board that the "Mock Forest Plaque" still needed to be reset in the rock across the river, which they will try to accomplish before Old Home Day. There was discussion on the best way to do this.

Selectman Fanjoy provided the name of Anton Wilson at 630-7647 to contact for the installation of tile in the hall and the Town Clerk's room. Selectman Johnson said there was 108 square feet to be installed. Mrs. Jones will call to see if he would be interested in the project, suggesting a completion date the week before September 16th. She will request an estimate of the cost and advise him of the need for a Certificate of Insurance. Mrs. Jones will send this information on to the Board for their consideration when received.

Webster Youth Soccer Representative Heidi Pelchat met the Board to request permission and to see what would be required to put up a high net to be hoisted via flagpoles behind the far high goal posts at the soccer field along with some lower fencing to keep the balls and the children out of the deep grass and the poison ivy. The poles would be sunk into cement and the net could be lowered while not in use. There was discussion on keeping the net up for the soccer season even when the field was not in use. Chairman Cummings expressed concern regarding public safety, advising that the poles needed to be sturdy. He thought that leaving the nets up would not be an issue except for the possibility of vandalism and the concern that someone might try to climb up and get injured, to which the other Board Members agreed. Selectman Fanjoy requested that she bring in plans and information on the type of net to be used, which Mrs. Pelchat will bring back to the next meeting on June 25th. We need to contact our Insurance carrier regarding any liability, which Mrs. Jones will do. Tom Mullins felt that LGC would be the primary concern regarding the public and private responsibilities. Chairman Cummings noted that the first concern is the liability and the need to reduce that and then if LGC indicates that there is no increase exposure to liability, then the next major concern would be the risk of loss of equipment. Mr. Bean thought that mowing might also be a concern if the nets were lowered to the ground as they might get caught in the mower.

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The Board signed two Purchase Orders: #8 for the Fire Department to Zoll Medical Corporation GPO for repairs to the Defibrillator in the amount of \$285 and #9 for the Highway Department to Pinpoint & Company for a pallet of calcium chloride in the amount of \$599.

A short recess was called.

8:55 pm Chairman Cummings reconvened the meeting. The Board reviewed the revised draft RFP for the carpet at the Town Hall, discussing at length the timing, the needs to prepare for this project, the need to coordinate the installation with the Town Clerk because of the State computers, insurance requirements, etc. Selectmen Johnson will make the recommended changes to the RFP in the next few days. There will be a mandatory pre-bid meeting on July 9th at 5:00 pm to answer any questions or follow-up with any issues. If there are any changes, each bidder present at this meeting will receive a copy of any changes or amendments to the RFP. The deadline for bids will be July 23rd at 6:00 pm. Selectman Johnson volunteered to be at the office from 5:00 to 6:00 pm to accept any bids. The bids will then be opened at 7:00 pm at the regularly scheduled Selectmen's meeting. Once the changes are made to the RFP the office will mail out the RFP to all those contractors that we have contact information from. David Collins offered to provide the information so that the RFP can be e-mailed for publication in the Construction Summary magazine. Selectman Johnson indicated that the RFP calls for 532 square yards of carpet and indicated some estimated costs for installation and removal of the carpet per yard. There was further discussion on the requirement for Worker's Comp Insurance with input from the audience. The Board will also write a letter to the Landfill to request that the debris be disposed of at no cost, as it is coming from the Town Hall, when the contractor is ready to do so.

The Agenda Items Policy draft was reviewed. Chairman Cummings read the changes he recommended. This policy will be on the June 25th meeting for possible adoption. As a member of the public, Mr. Collins expressed his desire to be able to read a description on the agenda in order to make an informed decision as to whether or not he would like to attend any of the meetings. General discussion ensued.

Chairman Cummings discussed 77 Centennial Drive saying that he would put together a "cheat sheet" to have available when inquiries were received regarding this home. Further discussion ensued relative to issues with the property and potential problems for anyone wishing to purchase.

Chairman Cummings described what he had heard about the phenomenal success of the recent Articulture Exhibit at the Old Meeting, which was spearheaded by Mason Donovan. There were many comments heard about the "next" event and the hope that this would become an annual event in the future.

Mrs. Jones will contact Wayne Morse for a cost estimate to install a waterless urinal at the Town Hall. There was discussion on how it worked and how it is maintained.

The Board referred Richard and Susan Benson's request to build a garage too close to the lot line on Westwind Village Road to the Zoning Board of Adjustment.

Selectman Johnson made a motion to allow the Red Cross to use the Town Hall on August 11th for a blood drawing at no fee; seconded by Selectman Fanjoy and unanimously approved.

Nancy St. Laurent, Senior Field Representative for Homeland Security & Emergency Management, called the office regarding the Emergency Management Director to advise that in the absence of an appointed EMD and pursuant to RSA 21-P-39 II that "...the chief elected official shall be directly responsible....", meaning the Chairman of the Board. She will come by on Wednesday to drop off a list of responsibilities and offered to meet with anyone that was interested in the position. Selectman Fanjoy was concerned that if it were to be the Fire or Police Chief that during an emergency event they already have duties. He recommended that it be someone outside with knowledge in unified command. Selectman Fanjoy was recommended by some. He offered to talk with Ms. St. Laurent when he returns from his retreat. The Board discussed possibilities and the qualifications needed for a replacement.

Selectman Johnson volunteered to write a job description for the Life Safety Code Enforcement Officer from information received from Adam Pouliot and other sources. He wrote to neighboring communities regarding the position and had one response from Tom Baye of Warner. There are several inspections pending, one needing to be done by June 21st. After discussion it was decided to contact Mr. Baye and request that he do the required inspection by June 21st and then Selectman Johnson will request that he attend the next meeting to discuss the position with the Board.

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After discussion, though not statutorily required, it was decided that Mrs. Jones will send a letter each year to those property owners whose property is taken through the Tax Deed process. She will make mention of the 3-year repurchase Statute as an FYI.

Selectman Fanjoy inquired as to whether politicians could be prohibited from being any closer than 50' of the building, even suggesting that they actually be across the street. It was noted that the Moderator was in charge of the day. Selectman Johnson volunteered to review the Moderators Manual for any further information.

Mr. Collins inquired about any set back requirements for the placement of above ground pools, especially if it was considered a hazard to the neighboring property. He plans to attend the Planning Board Meeting to discuss this as he has this issue with his neighbor. He explained the situation in detail and his concerns. When asked, it was uncertain whether a soft pool would be taxed, though above ground pools are taxed. This would be a question for the assessors.

9:22 pm Selectman Fanjoy made a motion to adjourn the meeting; seconded by Selectman Johnson and approved.

George C. Cummings, Chairman
BOS/jj

Bruce G. Johnson

Roy E. Fanjoy

BOS Initials:

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B. G. Johnson

R. E. Fanjoy